



Foreign Affairs Manual

VOLUME 1 – Organization and Functions

Change Transmittal: ORG-322

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1 FAM 040

THE UNDER SECRETARIES OF STATE

Changes

1. Summary:

- In accordance with Department Notice 2013_01_110, added 1 FAM 044.4-4: Major Events and Conferences Staff (M/MECS)
 - 1 FAM 043.3 Authorities: updated information on E.O. 11958
2. If this issuance changed less than half the words, we formatted the changed text in *dark magenta italic*. If this issuance changed more than half the words, we did not use *dark magenta italic*. The CT line in each section shows when that section last changed.
 3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1111.1).
 4. The office responsible for the material in this subchapter is **S/ES-EX**. Please direct questions concerning content substance and interpretation to this office. Administrative questions on the Foreign Affairs Manual or Handbooks can be directed to A/GIS/DIR, Office of Directives Management.

Filing Instructions (Paper Copies)

1. Remove and discard the old 1 FAM 40 (CT:ORG-310; 06-10-2013) and insert the new 1 FAM 40 (CT:ORG-322; 11-19-2013).
2. After inserting the material in the binder, insert this change transmittal letter immediately following the CT Checklist, then fill in the entry line for appropriate CT and initial.

Distribution Notice

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